

# King County Fire Protection District No. 27

## Minutes

A regular meeting of the Board of Commissioners of King County Fire Protection District No. 27 was held on May 10, 2021. Due to the COVID-19 Pandemic the meeting was held remotely with Online Video and Audio Conferencing.

Chairman Hollis called the meeting to order at 7:00 p.m.

### **Present:**

Chairman Eric Hollis  
Commissioner Lilly Hansen  
Commissioner Daniel Meredith  
Chief Brian Culp  
Secretary Melinda Wall

### **In Attendance:**

Cpt. Patrick LeDoux  
Lt. Scott Fleming  
Robert Angrisano  
Terri Divers  
Dave Hart  
John Reeves

### **BUSINESS FROM THE FLOOR:**

#### **Public Comment Period**

Captain LeDoux spoke on behalf of Labor and thanked the Commissioners and Chief Culp for their collaboration and support and they were happy with the direction that the department was moving.

Chief Culp briefed the Board on the High School Graduation parade that the Department will be participating in on Friday, June 18, 2021.

#### **APPROVAL OF MINUTES:**

On the Motion of Commissioner Meredith and a second by Commissioner Hansen, the Board approved the Minutes of the April 12, 2021 regular meeting. MOTION CARRIED.

#### **WARRANTS:**

The Board reviewed the various vouchers drawn on the Expense fund. Chief Culp briefed the Board on the capital equipment purchases.

On the Motion of Chairman Hollis and a second by Commissioner Meredith, the Board approved the following expenses: Voucher No. 23510 - \$2,968.38 and Vouchers No. 23511-23543 totaling \$58,693.17; Payroll and EFT Transactions totaling \$142,516.51. MOTION CARRIED.

#### **FINANCIAL REPORTS:**

The Board reviewed the budgets and financial statements. It was noted that the County tax reports for April had not been received and updated budgets would be provided later in the week.

#### **Annual BARS Report**

The annual BARS report was provided to the Board for review and comment. Secretary Wall reported the annual report had been reviewed with Chief Culp and filed on May 7<sup>th</sup>. She reminded the Board that the District's three-year audit for ('18, '19, '20) is scheduled to occur this year.

#### **CORRESPONDENCE:**

Candidate Filing Period; 5/17/2021 – 5/21/2021

Commissioner Meredith's (Position No. 3) on the ballot this year.

#### **CHIEF'S REPORT**

##### **Alarms:**

April 2021, the District responded to 36 Aid calls, 15 Medic calls, 12 Fire Calls, and 6 Service calls for 69 total calls. The year-to-date total is 275 calls compared to 241 calls in 2020.

Turn-out Times: April 2021 – The turnout time standard was achieved on 41 of 65 calls which is 63.1%. The 90% turnout time was 2:16.

##### **Volunteer Firefighters / E Shift Program:**

- Firefighter Greg Lussier passed his National Registry, and we are now working with him on obtaining his Washington State EMT License.

## King County Fire Protection District No. 27

- 2021 Recruits – The recruits continue their training every week and will be finishing in June.
- All of the volunteers participated in the MCO live burn training at the fire academy this past month and took their required annual wildland safety training.

### **Career Staff:**

- Probationary Firefighter Jake Conroy graduated from the Fire Academy on April 22, 2021. Congratulations to him for receiving the Bulldog Award and the 1st Due Truck Company Award in his Recruit Class.
- Congratulations to Captain LeDoux for completing his Associate degree in Fire Science from Columbia Southern University.
- Congratulations to Firefighter Brookshear as he is finishing his Bachelor's degree in Fire Science and has received his Associate degree from Columbia Southern University.

### **Equipment Purchase:**

- The SCBA units are scheduled to be delivered by the end of the month. All members have been fitted to a mask that will allow them to train on them once we take delivery.
- The equipment ordered for Engine 152 and Engine 252 is in, but we are still waiting on some equipment. There is still some equipment that needs to be purchased to have the trucks up to date.
- The Swiftwater equipment has been ordered, and we are starting to receive some of it.

### **Station Projects:**

- We are waiting for the delivery of the door and a finalized quote for the fire alarm system for the new bunkroom. We will also be purchasing the furnishings for the room, so once everything is completed, it can be used.

### **Records Management System**

- The Emergency Reporting System is operational, and we are starting to input information into that system. Populating the data will take some time, but we are beginning to use areas of the program like personnel management, training, and apparatus maintenance. Training on the program for personnel is also starting. This program will help the District have a better records management system and streamline many of our current processes.

### **New Patch Design**

- The new patch design is complete, and we are waiting for a sample patch to approve. I want to thank Captain LeDoux for working with the vendor to make the needed changes. The new design was presented to the Board.

### **UNFINISHED BUSINESS:**

#### **Policy and Procedures:**

#### **Mission, Vision, and Value Statement for the District**

Chief Culp reviewed the updated Mission, Vision, and Value Statement with the Board. Discussion ensued.

On the Motion of Commissioner Meredith and a second by Commissioner Hansen, the Board approved Article 100.2, Mission, Vision and Value Statement for the District. MOTION CARRIED.

#### **Records Management Policy**

Chief Culp reported that the policy was updated with a few grammar edits and has been reviewed by Attorney Brian Snure. He stated that additional internal procedures will be written and recorded as articles to the policy. Discussion ensued.

On the Motion of Chairman Hollis and a second by Commissioner Meredith, the Board approved Article 100.4, Records Management Policy. MOTION CARRIED.

#### **SCBA Purchase**

Discussed in Chief's report.

#### **Fire District 75th Anniversary**

The Fire District 75<sup>th</sup> Anniversary celebration is scheduled for July 31, 2021.

- Challenge coins
- New patch design
- Invitation to past Commissioners and Firefighters
- Flag design for department commemorating 75 years



## King County Fire Protection District No. 27

### Resolution 2021-3; Commemorating the 75<sup>th</sup> Anniversary of King County Fire Protection District No. 27

Chief Culp read Resolution 2021-3.

On the Motion of Chairman Hollis and a second by Commissioner Hansen the Board adopted Resolution 2021-3, Commemorating the 75<sup>th</sup> Anniversary of King County Fire Protection District No. 27.

MOTION CARRIED.

#### Quarterly Training Update

Captain LeDoux updated the Board on the following:

- MCO and live fire training at Fire Training Academy - 100% career and volunteer participation.
- Live burn house training with Snoqualmie and EFR.
- Eleven members were certified to provide vaccinations.
- Completed wildland certifications and refreshers.
- Swiftwater Rescue Program; 8 career and 1 volunteer certified refreshers to occur in June.
- Boat training scheduled.
- 495 year-to date training activities, courses, or events completed, including classes for new recruits.
- Extrication tools - demonstration and training.
- Learning Management System (LMS) is working well for the department, allowing us to push out the required training to meet standards.
- Company Officer development training.
- Command procedures document is in the works.
- Acting Officer Program task book utilizing best practices has been completed.

Captain LeDoux stated that there has been a lot more buy-in from all members career and volunteer, constantly evolving and identifying the needs and coming up with plans to be successful. He conveyed his appreciation to the Shift Officers and others that have been stepping up and taking the training to another level, incorporating the volunteers and career firefighters almost on a daily basis and taking advantage of the opportunities that they have.

#### NEW BUSINESS:

##### Fence

Chief Culp reported on the current condition and age of the fence around the station which will require repair or replacement. He stated that he would be working on obtaining estimates and options for the Boards consideration within the next few months. One concern right now is the cost of wood which would drive the cost of the project up.

##### Operational Budget

Chief Culp stated that last month we discussed postponing the aid car purchase in order to replace some needed equipment. Chief Culp discussed the department's current extrication equipment and the need to outfit the front-up engine with newer tools. He stated that a set of extrication tools similar to what we currently have but newer was also acquired from Snoqualmie to outfit the reserve engine.

Chief Culp reported that discussion of equipment replacement has occurred with the Officers, and the following items have been identified that would allow us to upgrade equipment and gear on the apparatus. While most of the equipment has been purchased, we still have the following items that need to be upgraded within the department.

- We have purchased a total of six sets of bunker gear this year. The sets were to outfit the recruits and fire chief. The two new employees were currently assigned one set of gear, but they still need to obtain a second set. In reviewing our current gear, we will have three sets of gear that will expire next year. The lead time for delivery of gear is six to eight months. Coats cost \$1,400 each and pants are \$1,000 for a total cost of \$12,000.
- Within the next few months, we will begin to conduct hose testing. The department has been replacing small amounts of hose every year. Under NFPA, the hose has an expiration date of 30 years. There are some nozzles on Engine 252 that need to be replaced with lighter, more efficient nozzles total cost \$5,000.
- Presentation of Extrication Equipment and associated costs: \$35,000 – \$50,000.

Chief Culp discussed the benefits of the newer technology in hydraulic tools, battery powered, no hoses, no power units needed, they are lighter, have software that can be updated, and able to cut through the stronger metals of newer vehicles, and can be submerged in water.

King County Fire Protection District No. 27

Extrication Equipment Costs:

S789 eDraulic Cutter (including 2 batteries and charger)	\$ 12,042
SP333 Small Spreader (including 2 batteries and charger)	12,699
Extra cost for Spreader Stability Plate Kit	1,092
R522 Large Ram (including 2 batteries and charger)	<u>9,567</u>
Total	\$ 35,400

Combi-Tool for Aid Unit (including 2 batteries and charger)	\$ 13,572
Extra cost for door opener tip set	<u>1,508</u>
Total	\$ 15,080

Chief Culp proposed adding a Combi-Tool for the Aid Car and discussed its capability and the value of having it available when the Aid Car is first on scene to an MVA.

Commissioner Meredith asked Chief Culp if these tools were similar to what he had experience working with. Chief Culp stated that he was familiar with the Hurst tools, they make a good product, he liked that the Hurst eDraulic tools could be submerged in water and the software can be upgraded. Chief Culp also discussed the increased capability and benefits of the new tools versus the older set that the District currently owns. It was also noted that the batteries were interchangeable. Further discussion ensued on the cross staffing of the engine with the aid car and having tools available for the Firefighters when they may need them.

The discussion shifted to the aid car replacement and it was Chief Culp's recommendation to delay the purchase until next year. Chief Culp stated that given the current age and mileage on the front-line aid car, one more year is probably reasonable. We can build it into the budget for next year and this will allow time for planning and having discussions on the aid car specifications, while allowing us to acquire the other needed equipment first. After further discussion, Chief Culp's recommendation was to purchase all the extrication tools as presented.

Chairman Hollis stated that he was in favor of Chief Culp's recommendation. Commissioner Meredith agreed and stated that the process of evaluating what equipment should be on the aid car, given how often it is used, is probably timely to do now, and then incorporate that into the new design of the next aid car. Commissioner Hansen concurred with the purchase of all four pieces of the extrication equipment and further evaluation of the aid car going forward. Discussion ensued on bunker gear, fire hose, nozzles, and other items that still need to be procured, and the need to adjust the operational budget accordingly.

Discussion ensued on the SCBA purchase and the cost savings on that purchase which could be moved to support the other capital equipment purchases.

On the Motion of Chairman Hollis and a second by Commissioner Meredith the Board approved the purchase of the four extrication tools as presented by Chief Culp for a total of \$50,480 plus tax.

MOTION CARRIED

**OTHER:**

A brief discussion on the Open House ensued. Chief Culp stated that he would be at the National Fire Academy June 20<sup>th</sup> – July 2<sup>nd</sup>.

Commissioner Hansen congratulated Firefighter Conroy on his graduation from the Academy, and Firefighter Brookshear and Captain LeDoux on their Bachelor and Associate degrees, respectively.

**Adjournment:**

With no further business to discuss the meeting was adjourned by Chairman Hollis at 8:12 p.m.

Attest:

Melinda Wall  
District Secretary

Melinda Wall

[Signature]  
Chairman

[Signature]  
Commissioner

[Signature]  
Commissioner